



THE CHURCH  
OF ENGLAND

**Diocese of St Edmundsbury  
and Ipswich**

Role description signed off by: Archdeacon of Ipswich

Date: July 2022

To be reviewed 6 months after commencement of the appointment, and at each Ministerial Development Review, alongside the setting of objectives.

<b>1 Details of post</b>	
Role title	Priest-in-Charge (fixed term full-time post for five years – because of sponsorship funding)
Name of benefice	Ipswich St Helen, Holy Trinity and St Luke, Comprising the parish of Saint Clement with Saint Luke, Ipswich, the parish of Ipswich Holy Trinity and the parish of Saint Helen, Ipswich (known as the Waterfront Benefice)
Deanery	Ipswich
Archdeaconry	Ipswich
<i>Initial point of contact on terms of service</i>	Archdeacon of Ipswich

<b>2 Role purpose</b>
<b>General</b>
To share with the Bishop both in the cure of souls and in responsibility, under God, for growing the Kingdom in this benefice.
To ensure that the church communities in the benefice flourish and engage positively with 'Growing in God' and the Inspiring Ipswich Deanery Vision and Strategy.
To work as the Priest-in-Charge of this benefice, having regard to the calling and responsibilities of the clergy as described in the Canons, the Ordinal, the Code of Professional Conduct for the Clergy and other relevant legislation.
To collaborate within the deanery both in mission and ministry and, through the deanery plan, in such reshaping of ministry as resources and opportunities may require. To attend Deanery Chapter and Deanery Synod and to play a full part in the wider life of the deanery.
To work with ordained and lay colleagues as set out in their individual role descriptions and working agreements, and to ensure that, where relevant, they have working agreements which are regularly reviewed. This involves discerning and developing the gifts and ministries of all members of the congregation.

To work with the PCC towards the development of the local church as described in the benefice profile, and to review those needs with them.
To ensure that a high standard of worship, preaching, and pastoral care is provided.
To work together, as appropriate, with other Christian denominations which have a presence in the parish and the wider deanery.
To give considerable attention to the finances of the benefice so that at the end of five years the benefice is able to afford a full-time priest going forwards. The PCC, Deanery Organiser and Archdeacon will help with this and support you in monitoring progress.
<b>Schools</b>
To work closely with the three local schools near St Luke's (Cliff Lane School), St Helen's (St Helen's and Clifford Road School). The diocese is committed to working with both community and church schools and this should be seen as a key part of the priest's role.
<b>Specific tasks and responsibilities</b>
Develop and exercise a local episcopal oversight role, working collaboratively with the ministry team to enable effective and fruitful ministry across the whole benefice.
Working with the parish, develop a shared vision for the Inspiring Ipswich Parish Plan and ensure it is implemented; encourage lay participation in services; identify and develop people's gifts; and help start one or more new worshipping communities in the parish in addition to Safe Harbour Church, already based at St Helen's.
Share the Christian faith with people of all ages and work with the parish to widen the age profile of the congregation through building on some of the initiatives already implemented.
Teach and encourage an understanding of Christian stewardship across the benefice and help to substantially increase the parish share paid to the point where this parish could afford a full time Minister.
Strengthen and encourage links with young people, families, and other groups of people including the newly retired to help expand outreach, and offer pastoral care and visiting capabilities for those in need such as the elderly, lonely and isolated.
Be willing to contribute to community life in the benefice.
Be supportive of nearby new worshipping communities e.g Bridge Church, River Church, Safe Harbour Church and others that emerge.

<b>3 Key contacts</b>
<b>Generic</b> The PCC The Archdeacon The Deanery Chapter and Synod The Church Wardens

<p>The Deanery Leadership team  The Inspiring Ipswich Team  The Ministry Leadership Team</p>	
<p><b>Specific</b>  Ordained and lay colleagues (those holding the Bishop’s licence and office holders)</p> <p>(See later)</p>	
<p><b>Aspirational</b>  A priest-in-charge with a passion for spreading the word and love of God in the parish, to build upon what has already been achieved and to help lead the continuing growth of the church and the kingdom of God in this area.</p>	
<p><b>Supportive</b>  The Archdeacon, who will review this role description with you when you are six months into post.  The Area Dean and Deanery Leadership Team</p>	
<p><b>Patrons</b>  Bishop of St Edmundsbury and Ipswich and the Church Patronage Trust c/o CPAS</p>	
<p><b>Role context and any other relevant information</b></p>	
<p>The diocesan ministry deployment principles affirm an intention to maintain stipendiary clergy numbers if possible, subject to the availability of financial resources, and to develop an understanding of local episcopal oversight ministry and local ministers in parishes ministering in teams or clusters. A key aim of this is to reduce clergy isolation and increase mutual support.</p>	
<p>An understanding of the Centenary share process and how it is applied across the benefice and deanery and its importance for the sustainability of ministry across the diocese is fundamental.</p>	
<p>The bishops expect and encourage clergy to take their rest days (for FTE clergy one a week plus an additional one a month), holidays and regular retreats or similar. Clergy are strongly encouraged to have a spiritual director or equivalent.</p>	

<p><b>4 Benefice Summary</b></p>	
<p><b>Parishes</b></p>	<p>Ipswich: St Luke, St Helen, Holy Trinity with St Clement.</p>
<p><b>Churches</b></p>	<p>St Luke, St Helen and Holy Trinity</p>
<p><b>PCC</b></p>	<p>The PCC seek to work together, to be supportive and effective in mission and growth.</p>
<p><b>Schools and Colleges</b></p>	<p>St Helen’s Primary School, Ipswich IP4 2LT  Cliff Lane Primary School IP2 0PJ</p>

	Clifford Road School IP4 1PJ The University of Suffolk Suffolk New College
<b>Churchwardens</b>	6 in total - 2 current churchwardens with 4 vacancies
<b>Ministers</b>	One Pioneer licensed to the Deanery
<b>Buildings</b>	St Luke's (including hall) St Helen's (including hall) Holy Trinity Holy Trinity Hall (attached) Bungalow in the grounds of Holy Trinity
<b>Churchyards</b> (Open or closed)	The churchyard at Holy Trinity is open for the burial of ashes. The others are closed.
<b>Population</b>	12, 100 (according to the 2011 census)
<b>Average Sunday Attendance</b>	40 adults and 2 children in recent months
<b>Parish Share</b>	£35k for a current half time post (of which £25k was paid) This is now moving to a full-time post so the benefice needs to raise the parish share year on year by at least £7k if they are to be able to keep the post as a full-time post after 5 years.
<b>Expenses</b>	Yes, expenses are paid in full
<b>Resolutions</b>	None
<b>Church Tradition</b>	Evangelical
<b>Pastoral re-organisation</b>	It is still an open question whether the church becomes one parish or stays as three separate parishes.
<b>Presence of other Christian denominations</b>	Lutheran Church New Birth Church (which meets at St Helen's currently) Zoar Baptist Church
<b>Presence of other faith communities</b>	None that are known of